

# FY 2002-03 BUDGET

## SUMMARY OF REVENUES AND EXPENDITURES

**Section Title:** FACILITIES FUND  
**Section/Index No:** 687202

Sub-Object No. and Title	Adopted 2001-02	Requested 2002-03	Difference	Percent Change
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### REVENUES:

#### USE OF MONEY

1700 Interest on Pooled Cash	\$112,500	\$135,000	\$22,500	20.00%
1801 Rent - Real Estate	585,000	585,000	0	0.00%
<b>Subtotal Use of Money</b>	<b>\$697,500</b>	<b>\$720,000</b>	<b>\$22,500</b>	<b>3.23%</b>

<b>TOTAL REVENUES</b>	<b>\$697,500</b>	<b>\$720,000</b>	<b>\$22,500</b>	<b>3.23%</b>
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### EXPENDITURES:

#### SERVICES AND SUPPLIES

6040 Communications	\$0	\$12,000	\$12,000	N/A
6085 Janitorial Services	\$38,000	\$40,000	\$2,000	5.26%
6104 Fire Insurance	24,000	24,000	0	0.00%
6180 Maintenance - Buildings	300,000	330,000	30,000	10.00%
6190 Landscape Service	18,000	19,000	1,000	5.56%
6522 District Services	150,800	0	(150,800)	(100.00%)
7320 Utilities	150,000	150,000	0	0.00%
<b>Subtotal Services and Supplies</b>	<b>\$680,800</b>	<b>\$575,000</b>	<b>(\$105,800)</b>	<b>(15.54%)</b>

#### OTHER CHARGES

7980 Depreciation	\$250,000	\$250,000	\$0	0.00%
<b>Subtotal Other Charges</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$0</b>	<b>0.00%</b>

#### FIXED ASSETS

8500 Land	\$500,000	\$200,000	(\$300,000)	(60.00%)
8510 Buildings/Improvements	0	0	0	N/A
<b>Subtotal Fixed Assets</b>	<b>\$500,000</b>	<b>\$200,000</b>	<b>(\$300,000)</b>	<b>(60.00%)</b>

<b>TOTAL EXPENDITURES</b>	<b>\$1,430,800</b>	<b>\$1,025,000</b>	<b>(\$405,800)</b>	<b>(28.36%)</b>
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<b>TOTAL NET COST</b> (Expenditures Minus Revenues)	<b>\$733,300</b>	<b>\$305,000</b>	<b>(\$428,300)</b>	<b>(58.41%)</b>
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# FY 2002-03 BUDGET

## CHARACTER JUSTIFICATION

**Department - Division:** Sonoma County Water Agency - Internal Service Fund

**Section Title:** Facilities Fund

**Character:** Use of Money and Property

**Character No.:** 687202-17

### ***1700 Interest on Pooled Cash***

This account records interest on pooled cash held for the Agency by the County Treasurer's office. Estimated interest is projected based on cash on hand and current interest rate trends.

Estimated Average Cash Balance	\$3,000,000
Projected Interest Rate	4.50%
Projected/Planned Interest on Pooled Cash	\$135,000

### ***1801 Rent - Real Estate***

This account records the rental income received from the Agency's General fund for use of facilities at West College Avenue site (Administration, Flood Control, Operations and Maintenance) and maintenance facilities at Airport treatment plant. Rental income will be maintained at a level sufficient to cover facilities operations and maintenance costs and depreciation.

**Refer to the Department:** Services and Supplies

**Character No.:** 687202-60

### ***6085 Janitorial Services***

PCAS No. 516

This item is requested to provide funds for custodial services for the Agency's Administration building and O&M Center.

### ***6104 Fire Insurance***

PCAS No. 516

This item is requested to provide funds for fire insurance for Agency facilities at West College Avenue site.

### ***6180 Maintenance - Buildings***

PCAS No. 516

Maintenance - Buildings covers all maintenance costs of the Agency's administrative office complex and the maintenance building at the Airport treatment plant. The increase is due to adjusting for higher actual expenses incurred in recent years due to building deterioration.

### ***6190 Landscape Service***

PCAS No. 516

Landscape Service covers the cost of grounds and landscape maintenance at the administrative complex. The requested increase is to cover anticipated increases in the cost of these services.

### ***7320 Utilities***

PCAS No. 516

This item includes the costs of gas, electric, and water at the Agency's administrative office complex and the maintenance building at the Airport treatment plant.

**Character:**

**Other Charges**

**Character No.:**

**687202-75**

### ***7980 Depreciation***

This item is requested to provide appropriations for depreciation of the Agency's Administrative Offices at the College Avenue site and the maintenance facilities at the Airport treatment plant. No expenditure of funds is made.

**Character:**

**Fixed Assets**

**Character No.:**

**687202-85**

### ***8500 Land***

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PCAS No. 3107 (Admin Bldg Expansion)

10/11/02 4:00 PM

**FY 2002-03 BUDGET**  
**CHARACTER JUSTIFICATION**

**Department - Division:** Sonoma County Water Agency - Internal Service Fund

**Section Title:** Facilities Fund

This item is requested to provide funds for facilities expansion. The request is to fund the development of plans to relocate the Agency's administrative facilities to a site which will accommodate all of the Agency's employees on one site.

***8510 Buildings/Improvements***

At this time, plans for relocating the Agency's administrative facilities are still in the development phase. No further funding will be requested until plans for future facilities have been defined.

**FY 2002-03 BUDGET**  
**STATEMENT OF SPECIAL FUND ACTIVITY**

**Department:** Sonoma County Water Agency - Internal Service Fund  
**Section:** Facilities Fund  
**Index No.:** 687202

DESCRIPTION OF FUND ACTIVITY	Actual FY 00-01	Estimated FY 01-02	Requested FY 02-03
<b>Undesignated/Unreserved <u>BEGINNING</u> Fund Balance</b>			
<b>Available for Budgeting</b> (See Detailed Components Below)	<b>\$4,479,553</b>	<b>\$4,334,693</b>	<b>\$3,864,026</b>
<b>Annual Revenues and Expenditures:</b>			
Revenues - Increase fund balance	\$664,024	\$809,160	\$720,000
Expenditures - (Decrease) fund balance	(\$884,270)	(\$1,511,483)	(\$1,025,000)
<b>Net Surplus or Deficit</b> - Increase/(Decrease) to fund balance	(\$220,246)	(\$702,323)	(\$305,000)
<b>Adjustments to Reserves/Encumbrances:</b>			
Outstanding Encumbrance - Net Change	(137,726)		
Capital Contributed from Facilities Expansion Fund			
Capital Contributed from General Fund			
Book Value of Land sold to State (Russel Ave)	0		
Fixed Assets Purchased from Water Transmission Fund		\$0	\$0
7980 Depreciation	\$213,112	\$231,656	\$250,000
<b>Net Adjustment</b> - Increase/(Decrease) to Fund Balance	\$75,386	\$231,656	\$250,000
<b>Undesignated/Unreserved <u>ENDING</u> Fund Balance</b>			
<b>Available for Budgeting</b>	<b>\$4,334,693</b>	<b>\$3,864,026</b>	<b>\$3,809,026</b>
<b>Total Increase/(Decrease) in Fund Balance for Fiscal Year</b> (Difference between Beginning and Ending Balance)	<b>(\$144,860)</b>	<b>(\$470,667)</b>	<b>(\$55,000)</b>
<b><u>Fund Balance Components at Beginning of FY</u></b>	<b>7/1/00</b>	<b>7/1/01</b>	
Cash	\$4,590,650	\$4,526,531	
Accounts Payable	(\$87,375)	(\$30,388)	
Encumbrances	(\$23,722)	(\$161,448)	
<b>Total Beginning Fund Balance</b>	<b>\$4,479,553</b>	<b>\$4,334,695</b>	